



Minutes of the meeting of the Parish Council held on  
**Monday 1st July 2019**  
At 7pm in Covingham Primary School, The Harriers, Covingham

**Present:** Cllrs Bacon, Benfield, Curtis (Chair), Hawkes, Ricketts, Sandle, Waywell, Wichall.

**Also in attendance:** Laura Evans (Clerk) and two members of the public.

**1. Apologies**

No apologies were received as all members were in attendance.

**2. Declaration of Interests**

Cllr Curtis reminded members that they should declare any known interests in any matter to be considered at the beginning of the meeting and during the meeting if it becomes apparent that they have an interest in the matters being discussed.

**3. Minutes of previous meeting**

**Resolved:** The minutes of the meeting held on 3<sup>rd</sup> June 2019 were approved and signed as a true record.

**4. Matters arising from the previous minutes**

Cllr Hawkes stated that item 6 from May's meeting regarding National Government Guidance is still outstanding due to him being unavailable.

**Action – Cllr Hawkes**

**Safe Drive, Stay Alive** – the Group Manager from Dorset & Wiltshire Fire and Rescue Service will attend the September meeting to give a presentation about the Safe Drive, Stay Alive programme.

**Covingham Car Park – Resolved**

**Cole Close Car Park-** Cllr Curtis to continue trying to liaise with the Facilities Manager at ThermoFischer.

**Action – Cllr Curtis**

**Fuelgenie Business Card- Resolved**

**Covingham Square Clean up-** Clean up arranged for 10<sup>th</sup> July at 2pm.

**5. Public forum**

Resident raised a question regarding items 12 and 13 on the agenda- these were answered and explained within the Agenda items.

**6. Chairs Verbal Update**

Cllr Curtis explained that following the response from Swindon Borough Council, the Parish can now Co opt new members.

**SHELAA** – An updated list is due to be published and a public consultation period will open.  
No site in Covingham should be included.

**Swindon Area Committee Meeting-** Meeting to be held on 18<sup>th</sup> July – Cllrs Curtis and Hawkes to attend

**7. Clerks Verbal Update**

Three Play Park companies have been approached and meetings arranged to give quotation for the Infant play park in Covingham Park- Cllr Ricketts, Waywell, Bacon to meet with Sales Managers on site.

**8. Parish Maintenance Engineers**

- **Monthly Reports** – Cllr Hawkes commented that the work is very good which was unanimously agreed.  
Cllr Curtis commented that the Stepper from the Adult Gym Equipment needs painting and re-installing.

**9. Reports from Parish Council Working Parties and Committee's**

- **Environment Working Party-** Planter on Kingfisher Road South still requires repairing.  
**Action- Maintenance Engineers**

Cllr Waywell commented on the overgrown brambles on Covingham Drive footpath.

**Action- Cllrs Sandle/Benfield/Waywell**

- **Data Protection & Governance-** Council address is still showing incorrectly on Google, Cllr Hawkes is still investigating and trying to work on the correction. **Action - Cllr Hawkes**
- **Planning Working Party-** no report was provided.

**10. Planning Matters:**

**a) To consider any planning applications:**

**Application:** S/HOU/19/0881

**Location:** 3 Ravenscroft, Covingham, SN3 5AE

**Proposal:** Erection of a first-floor side and single storey front extension

Council have requested a time extension due to being unable to view the required documents.

**Application:** S/HOU/19/0830

**Location:** 13 Merlin Way, Covingham, SN3 5AN

**Proposal:** Erection of a single storey side and rear extension

**Resolved:** Covingham Parish Council agreed at its meeting on 1st July 2019, that it has no objections to this planning application.

**b) The Meeting noted that the following decision had been made:**

**Application:** S/ HOU/19/0614

**Location:** 19 Totterdown Close, Covingham, SN3 5DJ

**Proposal:** The erection of single storey side and rear extensions

**Decision:** Permission granted.



#### 11. Financial Matters

- a) To approve Finance Statement and payments approval list  
**Resolved:** Cllr Sandle proposed approval of the Finance Statement and payments approval list.  
Cllr Hawkes seconded the proposal and was unanimously agreed
- b) To receive Monthly accounts reconciliation  
**Resolved:** The meeting agreed that the accounts were in good order
- c) Q1 Budget Monitoring  
**Resolved:** The meeting agreed that the budget is on track

#### 12. Reinstatement of Bus No 20

Cllr Curtis explained that the amount of the subsidy requested cannot be justified- Cllr Hawkes proposed to reject the request, Cllr Benfield seconded and was unanimously agreed.

**Action - Clerk**

#### 13. Venue Change

Cllr Curtis explained that there will be a meeting on 5<sup>th</sup> August which will be held at St Paul's Community Centre. The possibility of future meetings being held there to be investigated.

Cllr Bacon proposed to change the venue. Cllr Hawkes seconded the proposal and was unanimously agreed.

**Action- Cllr Curtis**

There is also a small office space which can be used for the Councillors to hold open door sessions. This will also mean that the address can be used as the Parish Council registered address rather than the Clerk's home address. Cllr Bacon proposed that the office space be used – Cllr Hawkes seconded the proposal and was unanimously agreed.

**Action – Cllr Curtis**

#### 14. Correspondence

**Charity Scope Textiles Recycling Bank-** possible suitable location for textile recycling bank in Covingham

**Resolved:** Cllr Curtis and Cllr Ricketts explained that this is not something Covingham want due to the previous banks creating fly tipping issues.

#### 15. Matters for consideration

Cllr Wichall has noticed that the Facebook post regarding hedges and trees on private property that overhang footpaths/pavements has had a positive impact as several have already been cut back.

**The meeting closed at 8:10pm**

Signed..... Date.....